

BASIC SCHOOL

NOTES OF DTR'S TRIP

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ITEMS OF INTEREST TO THE BASIC SCHOOL

- I. General effectiveness of Operations Support course for all overseas Admin personnel.
- II. Desirability of tradecraft training for certain clerks and stenographers assigned to overseas posts.
- III. Logistics personnel training
 - A. Operations Familiarization
 - B. Specialized training
- IV. Expanding interest in supervision and management training
- V. Training of contract dependents in administrative functions
- VI. Requirement for admin manuals in the field
 - A. General admin
 - B. Finance
- VII. Inclusion of new FE comptroller policies and procedures in operation support and admin curricula.
- VIII. General reaction to Dependents' Briefings.

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CONCLUSIONS:

It is concluded that:

1. Operational training for case officers should prepare them for "across the board" assignments.
2. In general, junior and senior support personnel require some familiarization in tradecraft principles and techniques before going to the field.
3. Current paramilitary training programs should be evaluated by responsible officials to insure that the Agency is obtaining maximum benefit.
4. A need exists for a clearly defined Agency position regarding its role [REDACTED] 25X1C
5. That the instigation of directed assignments within the Agency would generally relieve the concern of field personnel regarding their status and would improve the Agency's efforts toward a planned career development for its personnel.
6. The continuing need of the Agency for qualified instructor personnel including those with linguistic competence can best be met by planned and directed assignment of operationally competent personnel to the Office of Training.
7. The majority of personnel now serving in the field do not possess the necessary linguistic competence to effectively carry out the Agency's mission.
8. There is need for resolution of the problems pertaining to war-time training responsibilities of the Agency.
9. Field dissemination should be given to the DD/P position regarding the desirability of rotational assignments from the

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Clandestine Services to the Office of Training.

10. Senior personnel and administration officers assigned to ~~the~~ field positions should receive a thorough briefing concerning OTR prior to their departure to the field.

11. A more flexible policy should be adopted by headquarters with regard to the release of training materials for field use.

12. It would be desirable for a senior representative of the Office of Training to be centrally located in South East Asia and the Far East to coordinate and provide technical supervision of all training activities in the area.

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